

OFFICE FOR WOMEN

Office for Women

Agency Position Summary

0 Regular Positions (-6, -2 T) , 0.0 Regular Staff Years (-5.5, -2.0 T)

Position Detail Information

0 Executive Director, Commission for Women (-1 T)
0 Management Analyst IV (-1)
0 Program and Partnership Analysts (-4/3.5)
0 Administrative Assistant IV (-1 T)
0 Administrative Assistant II (-1)
0 Positions (-6, -2 T)
0.0 Staff Years (-5.5, -2.0 T)

PT Denotes Part-Time Position
(-) Denotes Abolished Position
T Denotes Transferred Position

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Agency Mission

To promote and improve the well-being and self-sufficiency of women and girls – especially low-income, minority, and underserved women.

Agency Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	8/ 7.5	8/ 7.5	8/ 7.5	4/ 4	0/ 0
Expenditures:					
Personnel Services	\$460,752	\$461,535	\$461,535	\$275,000	\$0
Operating Expenses	19,486	19,589	19,589	14,000	0
Capital Equipment	0	0	0	0	0
Total Expenditures	\$480,238	\$481,124	\$481,124	\$289,000	\$0
Income:					
Reentry Fees	\$0	\$100	\$0	\$0	\$0
Total Income	\$0	\$100	\$0	\$0	\$0
Net Cost to the County	\$480,238	\$481,024	\$481,124	\$289,000	\$0

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2004 Advertised Budget Plan, as approved by the Board of Supervisors on April 28, 2003:

- ♦ Reduction of 2/2.0 SYE positions and related funding of \$144,437 (\$140,437 in Personnel Services and \$4,000 in Operating Expenses) and subsequent transfer of 2/2.0 SYE positions and remaining funding of \$144,563 (\$134,563 in Personnel Services and \$10,000 in Operating Expenses) to the Department of Family Services. As a result of this action, the current Agency 05, Office for Women will be eliminated and support for the Commission for Women will be provided by 2/2.0 SYE positions transferred to the Department of Family Services, including 1/1.0 SYE Executive Director and 1/1.0 SYE Administrative Assistant IV. As part of this realignment, the two positions will maintain an Office for Women within the Department of Family Services and will continue to provide policy analysis and strategic planning support for the Commission for Women as well as serve as a liaison between the community and the County's senior management on issues of importance to women and girls. Other activities and related outreach that the Office for Women previously provided, such as hosting various initiatives and public forums such as the legal roundtable and girls in technology, will no longer be offered.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan from January 1, 2003 through April 21, 2003. Included are all adjustments made as part of the FY 2003 Third Quarter Review:

- ♦ The Board of Supervisors made no adjustments to this agency.

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County Executive Proposed FY 2004 Advertised Budget Plan

Purpose

The Office for Women (OFW) provides unique services for women and girls in Fairfax County, with a strong focus on low-income, minority, and underserved women. OFW is connected to the County Executive's Office through a liaison relationship with a Deputy County Executive. The Director of OFW serves as the Executive Director of the Commission for Women, a policy advisory body that reports to the Board of Supervisors.

During the past three years, the Office for Women has shifted significantly from its extensive policy work in support of the Commission for Women to a stronger service and program function. This shift is the result of meeting the increased demand to assist low-income, minority, and underserved women. This shift also reflects the desire of the Commission for Women to reach more vulnerable women and girls and improve their chances for greater economic stability. This realignment of core functions is reflected in both the staffing and funding levels for FY 2004.

OFW is the only County entity that integrates specific expertise on women and girls with public policy, advocacy, and services. While all county residents benefit from the high level of education and resources in our county, persistent challenges face far too many women and girls. For example, women are greatly overrepresented in low-wage positions that offer no health or retirement benefits; single mothers comprise the largest number of people living in poverty; older women are nearly twice as likely as men to live in poverty; and violence against women is the number one cause of injury to American women between the ages of 15 and 55. Cultural and language barriers add further difficulties, particularly for many of our newer residents.

Local government remains the best vehicle to effect change for these diverse communities of women. Fairfax County has consistently shown its leadership, regionally and nationally, in addressing the needs of all its residents. OFW identifies the current and emerging needs of women and, working with the Commission for Women, recommends strategies to address those needs to the Board of Supervisors and other policy bodies. As one of the smallest agencies in the County, OFW has effectively increased its impact by partnering with other County agencies and community-based organizations, as demonstrated by partnering with the Women's Business Center of Northern Virginia, training Office for Children family day care providers, and designing job search tools for both the Hope Center for Women and the Older Workers' Expo.

Unique information and services provided by OFW have become very important to the increasing numbers of low-income and minority women living or working in Fairfax County. Whether these services are for women starting micro-businesses, immigrant women needing culturally competent health services, or women ex-offenders searching for jobs, OFW has demonstrated that eliminating gender and cultural barriers requires a deeper expertise and knowledge than is generally available in local government.

Over the past few years, OFW has directed more services to underserved women, requiring a shift of focus from policy to the design and delivery of programs. The leadership and skill of OFW staff have launched and improved services of the Women's Business Center, integrated technology and job search assistance for the Older Workers Expo, established a leadership council for women and public safety, and instituted the first job fairs designed to attract more women and minorities to public safety careers.

One cornerstone of OFW's services is information and materials which specifically address concerns of women and filling gaps in other informational services available, such as publishing the Job Loss Survival Guide, Divorce and Separation Fact Sheets which are now used by many other service providers, English and Spanish Resource Guides for Women, the Multicultural Directory, and the Directory for Women Business Owners which has become a model for other regions. OFW continues to hear from residents and service providers that these resources are important in reaching women.

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Key Accomplishments

- ◆ Provided strategic support and program design to the Women's Business Center (WBC) of Northern Virginia, which served 1,452 women in FY 2002. Of the individuals who received training and counseling services, 60 percent were minority women. Revenue of WBC clients was \$8,435,000. The Women's Business Center of Northern Virginia remains the only Small Business Administration-funded women's business center in Virginia.
- ◆ Provided a business-training curriculum for 236 daycare providers. Translated daycare provider curriculum into Spanish and helped provide multilingual training and counseling. Provided technical business training and counseling to over 350 women.
- ◆ Provided program expertise for the second Women in Public Safety Job Fair, co-sponsored with the Police Department, the Fire and Rescue Department, the Office of the Sheriff, and the Department of Human Resources. Initiated first Leadership Council for Women in Public Safety.
- ◆ Provided expertise on higher-paying, nontraditional employment opportunities for women to the Workforce Investment Board of Northern Virginia and all Skill Source Centers.
- ◆ Disseminated 25,541 guides, reports, and other information resources to women in need and underserved women and girls in the community.
- ◆ Established the Women's Health Roundtable, comprised of over 25 non-profit organizations, community groups, and County agencies, to focus on health concerns of women and girls in Fairfax County.
- ◆ Led establishment of a network of eight after-school technology clubs for girls that provide innovative technology enrichment programs to more than 150 girls.
- ◆ Provided guidance and technical assistance to the American Association of University Women and Fairfax County Public Schools Cable Division in producing the *Tech-Savvy Girls* video, which demonstrates strategies for educators and parents to encourage girls' participation in technology courses. Distributed 14,000 copies of popular Summer Tech Resource Guide for Girls.

FY 2004 Initiatives

As part of the Board of Supervisors' adjustments to the FY 2004 Advertised Budget Plan, Agency 05, Office for Women will be eliminated and support for the Commission for Women will be provided by 2/2.0 SYE positions transferred to the Department of Family Services. While the County will no longer support some programs and related outreach activities, County staff will continue to provide policy analysis and strategic planning support for the Commission for Women as well as serve as a liaison between the community and the County's senior management on issues of importance to women and girls. While staff will develop more specific initiatives as part of the transition to the Department of Family Services, in FY 2004, staff will:

- ◆ Provide strategic planning, research, and project management for the major policy focus of the Commission for Women on an annual basis, as well as provide authoritative guidance, strategies, and recommendations on specific issues that affect underserved women, such as health or domestic violence.

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FY 2004 Budget Reductions

As part of the FY 2004 Advertised Budget Plan, reductions totaling \$217,719 and 4/3.5 SYE positions are proposed by the County Executive for this agency. These reductions include:

- ♦ Reduction of 4/3.5 SYE positions and related funding of \$217,719 as a result of a refocusing effort within the agency during the past three years. The Office for Women has shifted significantly from its extensive policy work in support of the Commission for Women to a stronger service and program function. This shift is the result of meeting the increased demand to assist low-income, minority, and underserved women. This shift also reflects the desire of the Commission for Women to reach more vulnerable women and girls and improve their chances for greater economic stability. In FY 2004, as a result of this realignment of core services, the agency will focus its efforts and expertise in three primary areas: job skills development; business development and the broader policy and program work for the Commission for Women. Other activities and related outreach that have previously been supported by the Office for Women, including consultation and training in career development for the County workforce and various agencies, and providing various programs and public forums such as the legal roundtable and girls in technology, will no longer be part of the agency's core functions.

Performance Measurement Results

As part of the transition to the Department of Family Services, staff will develop specific performance measurement objectives and indicators which will be included in the FY 2005 Advertised Budget Plan.

Funding Adjustments

The following funding adjustments from the FY 2003 Revised Budget Plan are necessary to support the FY 2004 program:

- ♦ A net decrease of \$186,535 in Personnel Services reflects a decrease of \$213,130 associated with abolishing 4/3.5 SYE positions as part of County budget reductions partially offset by an increase of \$26,595 associated with salary adjustments necessary to support the County's compensation program.
- ♦ A decrease of \$5,589 in general operating expenses primarily associated with the abolishment of 4/3.5 SYE positions, as recommended by the County Executive.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan since passage of the FY 2003 Adopted Budget Plan. Included are all adjustments made as part of the FY 2002 Carryover Review and all other approved changes through December 31, 2002:

- ♦ There were no adjustments to this agency since the approval of the FY 2003 Adopted Budget Plan.

Performance Measures

As part of the transition to the Department of Family Services, staff will develop specific performance measurement objectives and indicators which will be included in the FY 2005 Advertised Budget Plan.